Operating Rules for Steering Committee:

- Decisions may be made by a vote of the majority present for a meeting.

- Each steering committee member will have one vote; ex-officio members will not be voting members.

- If steering committee members cannot attend a meeting, they should send an informed representative as proxy.

- Steering committee will meet when needed to hear concerns/receive questions and make recommendations to Medicaid Commissioner.

- Legal counsel should be present at meetings to offer guidance as needed.

Structure of Steering Committee:

- Representative of HHS state agencies to include ADPH, MH/MR, DHR, Senior Services, Al. Rehab Services, Medicaid

- Physician representative

- Hospital representative

- Pharmacy representative

- Long-term care representative

- Primary care center representative

Ex-officio members:

- Governor's office

- Academic representative

- Payer representative

- AQAF representative

- Alabama Information Systems Division

- Co-chairs from each work group

How Steering Committee will be selected:

- The Medicaid Commissioner will send a letter to each of the current stakeholder organizations represented by one of the steering committee voting categories. In this letter, these groups will be asked by May 1 to make a recommendation as to a representative for the steering committee. After receiving the recommendations, the Commissioner will appoint one representative per category to serve as a voting member (by June).

- The Medicaid Commissioner will also send a letter to the ex-officio members asking them by May 1 to provide one representative to sit as the ex-officio steering committee member.

- In both letters the Commissioner will explain that all meetings will be open for attending and that the steering committee was developed in order to ensure an appropriate size group for making timely recommendations.

- Once the steering committee representatives are chosen, they would then vote on a chairperson of the group to recommend to the Medicaid Commissioner.